



**Actuant Corporation**  
N85 W12500 Westbrook Crossing  
Menomonee Falls WI 53051

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[www.actuant.com](http://www.actuant.com)

January 1, 2016

### **EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION POLICY**

It is the policy of Actuant Corporation and its Business Units to provide equal employment opportunity to all individuals regardless of their race, creed, color, religion, sex, gender identity, age, national origin, disability, status as a recently separated veteran, disabled veteran, armed forces service medal veteran, or active wartime or campaign badge veteran (collectively, "protected veterans"), sexual orientation, marital status, or any other characteristic protected by state or federal law. Actuant Corporation and its Business Units will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. We are strongly committed to this policy and believe in the concept and spirit of the law. Applicable laws also require that Actuant take "affirmative action" to ensure equal employment opportunities for women, minorities, protected veterans, and disabled persons. Furthermore, it has been and continues to be Actuant's policy to maintain an affirmative action program designed to ensure that equal opportunity is provided. Chief Executive Officer Robert Arzbaecher fully supports Actuant's affirmative action program.

Actuant Corporation and its Business Units are committed to ensuring that:

- All recruiting, hiring, training, promotion, compensation, and other employment related programs are provided fairly to all persons on an equal opportunity basis without regard to race, creed, color, religion, sex, age, national origin, disability, protected veteran status, sexual orientation, marital status or any other characteristic protected by law;
- Employment decisions are based only on valid job requirements to further the principles of equal opportunity and affirmative action;
- All personnel actions such as compensation, benefits, transfers, training, and participation in social and recreational programs are administered without regard to race, creed, color, sex, age, national origin, disability, military and veteran status, sexual orientation, marital status or any other characteristic protected by law, and;
- Team Members and Applicants will not be subjected to harassment, intimidation, threats, coercion or discrimination because they have engaged in or may engage in filing a complaint, assisting or participating in an investigation, compliance evaluation, hearing, or any other activity related to the administration of VEVRAA, Section 503 or any other federal, state, or local law requiring equal opportunity for individuals with disabilities or protected veterans, opposing any act or practice made unlawful by Section 503, VEVRAA or their implementing regulations, or any other federal, state or local law requiring equal opportunity for individuals with disabilities and protected veterans, or exercising any other right protected by Section 503, VEVRAA, or their implementing regulations.

Actuant is committed to taking affirmative action to employ and advance qualified individuals with known disabilities and protected veterans at all levels, including the executive level, of Actuant. The Vietnam Era Veterans' Readjustment Assistance Act, as amended ("VEVRAA"), and Section 503 of the Rehabilitation Act of 1973 ("Section 503") prohibit discrimination against and affirmative



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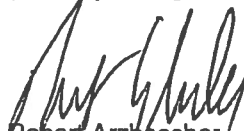
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action benefitting protected veterans and disabled individuals. Actuant makes reasonable accommodations for qualified protected veterans and individuals with known disabilities unless doing so would result in an undue hardship or direct threat to safety.

Actuant Corporation and its Business Units believe in and practice equal opportunity and affirmative action. Julie Rader serves as the Equal Opportunity Coordinator for Actuant Corporation and its Business Units and has overall responsibility for ensuring compliance with this Policy. Ms. Rader obtains such information as may be required to establish that this policy is being carried out at all levels of executive, management and supervisory personnel. Ms. Rader periodically reviews the Affirmative Action Program to ensure its effectiveness, the need for any remedial action, the degree to which Actuant's objectives have been attained, whether known individuals with disabilities and qualified protected veterans have had the opportunity to participate in all Actuant-sponsored educational, training, recreational, and social activities, measure Actuant's compliance with the affirmative action program's specific obligations, document the actions taken to comply with these obligations, retain these documents as employment records, and undertake necessary action to bring the program into compliance if any part is believed to be in need of improvement.

Ms. Rader works with all levels of executive, management and supervisory personnel to ensure that the Affirmative Action Program is implemented in all day-to-day decisions concerning recruitment, job placement, promotions, and other personnel actions. Ms. Rader carries out or where necessary recommends such innovations in Actuant's practices as may be required to ensure that the specific provisions and the spirit of this policy are being implemented. All Team Members are also responsible for supporting the concept of equal opportunity and affirmative action and assisting Actuant Corporation and its Business Units in meeting its objectives.

Any employee or applicant who believes he or she has been subjected to conduct inconsistent with this policy should immediately inform your Human Resources Generalist or Ms. Rader at [julie.rader@actuant.com](mailto:julie.rader@actuant.com) or 262-293-1933. The Human Resources Generalist or Ms. Rader is responsible for ensuring that the complaint is investigated and resolved in an appropriate fashion. Any questions regarding Actuant's Affirmative Action Program should be directed to Julie Rader or your Human Resources Generalist. If you wish to view the plan for individuals with disabilities and protected veterans, contact your Human Resources Generalist during normal working hours (Monday through Friday 8:00am to 5:00pm Central Standard Time).



Robert Arzbaecher  
President and CEO